



**UTAH INSURANCE DEPARTMENT
TITLE INSURANCE AGENCY
ANNUAL REPORT CHECKLIST**

Report is due each year by midnight April 30th
Incomplete reports will not be accepted and will be considered not filed

Transmittal Document

<http://insurance.utah.gov/rules/R592-3%20Transmittal.xls>

Annual Report of Controlled Business Transactions

[Utah Administrative Code (U.A.C.) R590-136-5]

<http://insurance.utah.gov/Title%20Transactions.pdf>

Annual Report, Financial Condition, Transactions and Affairs

[Utah Administrative Code (U.A.C.) R590-136-4]

<http://www.insurance.utah.gov/rules/r590-136.htm>

<http://insurance.utah.gov/EscrowForm.xls>

- ☐ Escrow Cost Analysis Form
- ☐ Balance Sheet, and
- ☐ Income Statement, and
 - ___ Title Separated
 - ___ Escrow Separated
- ☐ Expense Statement, or
 - ___ Title Separated
 - ___ Escrow Separated
- ☐ Profit & Loss Statement
 - ___ Title Separated
 - ___ Escrow Separated

Reserve Trust Fund Report

[Utah Code §31A-23a-204 and §31A-2-206(7)]

<http://le.utah.gov/~code/TITLE31A/htm/31A18022.htm>

<http://le.utah.gov/~code/TITLE31A/htm/31A02022.htm>

<http://insurance.utah.gov/Title%20Reserve%20Fund.xls>

- ☐ Gross income received from title insurance business:
 - Premiums + Endorsements only
- ☐ Deposit required, 1% of gross title insurance income
- ☐ All deposits made and dates of deposits
- ☐ Reserve **trust** fund depository institution name(s), address(es), and account number(s)
- ☐ Balance after last deposit
- ☐ Copies of all reserve trust account statements for the calendar year
- ☐ Reporting period (Calendar Year, not Fiscal)

\$ _____

\$ _____

\$ _____

\$ _____

Fidelity Bond or Professional Liability Insurance Policy or Other Equivalent Approved by Commissioner (Declarations Page Only). [Utah Administrative Code (U.A.C.) R590-136-4(B)]

<http://www.insurance.utah.gov/rules/r590-136.htm>